

CITY OF CARLSBAD

Building & Code Enforcement Manager



Annual Salary:
\$85,100—\$123,400
Open Until Filled

City of Carlsbad
A great place to make
a living. And a life.



THE CITY

Carlsbad is a picturesque coastal community located 30 miles to the north of San Diego and 70 miles to the south of Los Angeles. The scenic Pacific coastline and renowned flower fields create an optimal environment to live, work and play. The City strives to attract and retain top tier businesses while maintaining a small town community spirit and protecting the city's environment and natural resources. Carlsbad is also recognized for its progressive and stable city government. The City's current population is expected to grow from 98,000 to 118,500 at build out. The City is approximately 75% built out on residential building and 82% built out on commercial development.

Carlsbad is a city committed to continued financial stability, a high quality of life and top quality services for its citizens as well as habitat, environmental and clean water programs. The City is a full service municipality which provides its own safety services, parks and recreation, library, community development, public works, and water and sewer services. Over the next several years the organization will transition from high growth to a focus on maintaining a sustainable community.



THE DEPARTMENT AND POSITION

Reporting to the Director of Community Development, the Building and Code Enforcement Manager oversees 15 full-time staff, 3 part-time staff and an annual budget of \$1.7 million. The Building and Code Enforcement Department reviews applications for building permits, issues building permits, and inspects structures under construction for compliance with Uniform Model Codes. Plan check services are provided through a contract with EsGil Corporation. The Department also provides code enforcement services for the City's zoning, housing, building, and other Municipal Code violations.

THE IDEAL CANDIDATE

The ideal candidate will be an experienced, results-oriented leader with a participative management style. He/she should possess exceptional interpersonal, critical thinking skills, strong organizational skills and the ability to communicate at all levels of the organization. It is important that he/she excel at analyzing problems, identifying alternative solutions, projecting consequences of proposed actions and implementing recommendations in support of goals. Only those truly capable of working in a collaborative environment and providing a high level of customer service and support will succeed. The most qualified candidates will also possess:

- Successful experience directing a comprehensive building inspection and code enforcement program
- Up to date knowledge of modern building methods and materials
- Knowledge of Federal, State, and local laws, codes and ordinances relating to building construction and housing
- Demonstrated success maintaining positive working relationships with citizens, local businesses, elected officials, and local, state and federal regulatory agencies
- Ability to develop and administer division budget and contracts
- Ability to select, manage, and develop staff
- Experience facilitating dispute resolutions

EXPERIENCE & EDUCATION

Required:

- Equivalent to completion of at least two years of college course work majoring in construction inspection or other related fields, and
- Five years of increasingly responsible experience as a Building Inspector with at least three years of experience in a supervisory capacity

Highly Desirable:

- A Bachelor's or advanced degree in business, public administration or related field
- CABO Building Official Certification or equivalent
- ICBO Building Inspector and Plan Examiner Certifications or equivalent

This is an at-will management position

SALARY & BENEFITS

Annual Salary Range
\$85,100—\$123,400

- Incentive pay program
- PERS 3% @ 60 retirement formula
- Health benefits include medical, dental, vision and life insurance
- Flexible spending accounts
- Paid holidays, vacation and sick leave
- Interest free computer purchase programs
- Tuition reimbursement program

SUPPLEMENTAL QUESTIONNAIRE

1. Briefly describe your experience and education that you feel qualify you for this position.
2. Describe your experience in planning, organizing and managing staff engaged in code enforcement and building inspection activities.
3. Describe your experience utilizing resolution techniques to resolve difficult public contacts.

APPLICATION PROCEDURE

If you are interested in this outstanding opportunity, please submit an application and written answers to the supplemental questions above to:

City of Carlsbad
Human Resources Department
1635 Faraday Ave.
Carlsbad, CA 92008

(760) 602-2440 phone (760) 602-8554 fax

Apply online at: www.carlsbadca.gov/hr



EQUAL OPPORTUNITY EMPLOYER

The provisions of this bulletin do not constitute an express or implied contract. Any of the provisions in this bulletin may be modified or revoked without notice.